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ORD 1649-65

9 June 1965

**MEMORANDUM FOR:** Deputy Director for Science and Technology

**SUBJECT :** Recommendations on the ~~Minut~~ Board and Panels.

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1. Attached is a diagram which reflects our recommendations on the establishment of panels under the ~~Minut~~ Board which would be adequate to support ORD and perhaps other elements of the Agency. The functions of consultants and advisors fall into the following groups:

- a. Policy guidance
- b. Priorities
- c. Level of Effort
- d. Program review
- e. Research
- f. Ad hoc consulting

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2. It is our view that the first three functions would be the prime responsibility of the ~~Minut~~ Board or its successor directly advising the DCI. The next two functions are technical in nature and fall within the activities of the Panels. Their primary concern should be program rather than project review. They might also serve to stimulate or in some cases carry out research in support of programs. The last function is essentially QRC consulting and should not be formalized.

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3. We feel that the needs of ORD could adequately be handled by four panels; namely, Life Sciences, Analysis, Optics and Communications. We recognize that many other panels could be established but we feel that this would create unnecessary expense and time devoted to the care and feeding of the panels. You might wish to consider designating the panel chairman as ex officio members of the ~~Minut~~ Board so that they could represent the panels at appropriate board meetings.

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Recommendations on the  
Board and Panels.

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Deputy Assistant Secretary  
Office of Research and Development

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